



JOB TITLE: Director of Justice, Peace, and Integrity of Creation (JPIC)

LOCATION: Washington, DC, USA; *Locations in or around the following locations could also be considered: San Francisco, CA, Hartford, Connecticut and Boston, MA

SALARY RANGE: \$98,000 - \$115,000 / yr; full time

CONTACT: Cover letters and resumes to: jshea@ewsndden.org

POSITION SUMMARY

The Director of Justice, Peace, and Integrity of Creation (JPIC) will coordinate the work of the Sisters of Notre Dame de Namur US East-West Province (“the Province”) in their efforts to promote JPIC matters. The work will be informed by the charism of St. Julie Billiart and guided by transformational values as we endeavor to find ways of nonviolently “speaking and living the truth in love” regarding the economic, social, and religious systems in the United States that create inequities that are subtle, overt, and dangerous.

This position will:

- Promote justice and peace issues within the Province and with those with whom the Province collaborates in Mission through prayer, education, and action
- Create relevant tools and resources for priority audiences to engage in social justice
- Collaborate with SNDdeN groups across the Province and the Congregation who are working on JPIC-related topics
- Develop alliances and networks with other faith communities, especially on Social Justice priorities of the Province
- Review, develop, and implement socially responsible investment strategies alongside and in collaboration with the Investment Committee

ESSENTIAL DUTIES & RESPONSIBILITIES:

External alliances

- Network nationally and represent the Province in its collaboration with local, regional, and national organizations advocating for justice, peace, and integrity of creation, including but not limited to LCWR (Leadership Conference of Women Religious), NETWORK, JCWR (Justice Conference of Women Religious), and the SNDdeN NGO at the UN

Manage JPIC efforts and represent EW Province

- Oversee all current EW JPIC-related work to ensure all priorities are aligned and efforts are effective
- Coordinate and provide a Province public presence on justice and peace priority issues.
- Involve SNDdeN and Associates in JPIC

Community education, engagement, and action

- Develop and facilitate the process for taking Province positions on appropriate issues
- Develop resources about JPIC issues (position statements, talking points, how to get involved)
- Collaborate with the Sponsorship Office for JPIC-related support and materials for Sponsored Ministries as needed
- Partner with Mission Advancement colleagues to ensure efforts are aligned to build opportunities for general engagement and participation with JPIC-related efforts
- Encourage knowledge and action by distributing action alerts on focused issues
- Participate in mid-year gathering of the NDMVs to help develop clarity and connection to Justice and Peace priorities
- Create and Offer presentations and workshops about JPIC issues to stakeholders and our wider community

EDUCATION/ EXPERIENCE:

- Bachelor's degree or higher in Social Services, Justice Studies, Theology, or related field. Master's degree preferred
- Knowledge of Catholic Social Teachings
- Experience working with justice, peace and care of creation issues
- Experience with congregations of women religious and/or faith-based, preferred

- **SKILLS AND COMPETENCIES:**
- Excellent organizational and project management experience with the ability to see the big picture while being attentive to detail
- Excellent oral and written communication skills
- Must embrace a collaborative work style with a high degree of EQ
- Visionary, strategic, innovative, and able to unify people around the mission
- Evidence of good judgment, demonstrable personal integrity, powerful work ethic, and a results-oriented personality and disposition
- Personal traits: approachable, warm, outgoing, welcoming, compassionate, open to suggestions and change, with the ability to move forward with decisions
- Desire to work in a women-centered organization and committed to diversity, equity, and inclusion, and the spirituality and charism of the Congregation